

## Work Group: KEN IT Coordination Committee

<b>Date</b>	9/6/06	<b>Time</b>	3:00pm
<b>Facilitator</b>	K. Ann Riggs	<b>Scribe</b>	Teresa Tackett
<b>Location</b>	3 <sup>rd</sup> floor Conf. Rm. Capital Plaza Tower	<b>Call-In #</b>	

## Agency / Attendees / Role

<b>Educ.</b>	Ann Riggs	Committee Member
<b>COT</b>	Tom Ferree	Committee Member
<b>CPE</b>	Allen Lind	Committee Member
<b>KDE</b>	David Couch	Committee Member
<b>ConnectKy</b>	Brian Mefford	Committee Member
<b>EPSB</b>	Scott Smith	Committee Member
<b>CPE</b>	Miko Pattie	Chairperson, Application Subcommittee
<b>JCPS</b>	Bo Lowrey	Guest
<b>OEA</b>	Pam Young	Guest

## Agenda/Decisions

<b>Item:</b>	<b>Call to order</b>	<b>Decision(s)</b>
<b>1</b>		
<b>Item:</b>	<b>August 23<sup>rd</sup> Minutes Approved</b>	<b>Decision(s)</b>
<b>2</b>	Minutes were reviewed by members	Tom motioned and Al seconded the motion to approve minutes for the Aug. 23 <sup>rd</sup> meeting.

Item:	Network Subcommittee	Decision(s)
<b>3</b>	<p>Tim Sizemore – Chairperson            David Couch reported on Tim Sizemore’s behalf.</p> <p>An updated status report was distributed. David indicated that the information gathering task was closed. They had received responses from all except Adult Ed. but learned from them that they have 120 locations but are located at Community Colleges or K-12 sites. Only six sites are stand alone, and will not make a significant difference in the information results.</p> <p>David said K-12 Advisory Councils have been formed and they are currently working on a checklist to send out to school districts within the next two weeks. Key items in checklist?...</p> <ul style="list-style-type: none"> <li>• How many districts are ready internally</li> <li>• What are they doing?</li> <li>• What will they need?</li> </ul> <p>David also said that other KDE initiatives tie into the KEN project. The \$50 million instructional device project. The question KDE is asking the school districts is “Would they prefer to have the network infrastructure and the instructional devices combined into one implementation or implement separately?”</p> <p>The committee discussed giving the districts the option to have both projects implemented at one time or split the projects into two implementations.</p> <p>Al Lind recommended that the Network Subcommittee list their short term and long term goals.</p>	<p>Miko has agreed to identify these 6 sites to Tim Sizemore.</p> <p>KDE Project Lead hopes to have checklists completed in the next 2 weeks.</p>
Item:	Applications Subcommittee	Decision(s)
<b>4</b>	<p>Miko Pattie – Chairperson</p> <p>Miko said the group decided on 4 goals for their Applications Subcommittee charge.</p> <ul style="list-style-type: none"> <li>• To identify uses of future application</li> <li>• Assess the needs and desires of the community</li> <li>• Changes to infrastructures to facilitate</li> </ul>	<p>Liz Stafford is writing the charge to be reviewed and approved by the IT Coord. Committee at next meeting on Sept. 20<sup>th</sup>.</p> <p>Ann also reminded</p>

	<p>the implementation</p> <ul style="list-style-type: none"> <li>Review the effectiveness of implementation</li> </ul> <p>Miko said the committee has to identify short term measurements and long term measurements. David Couch said to keep in mind that he suggests that 95% of the network should be used for instructional tools and the other 5% should be used for administrative applications.</p>	Miko about using "Raising Mary" as a measuring tool.
<b>Item:</b>	<b>Program Manager Update</b>	
<b>5</b>	Discussions on the Program Manager were tabled for now.	
<b>Item:</b>	<b>Website Update</b>	<b>Decision(s)</b>
<b>6</b>	The ken.ky.gov website is expected to be posted live on September 19 <sup>th</sup> . Amy Wetherby is our Web Master and will be supporting this website; along with assistance from Glenda Carmack and Teresa Tackett.	Amy will be doing a demonstration of the website at our next meeting on Sept. 20 <sup>th</sup> .
<b>Item:</b>	<b>Open Discussion</b>	<b>Decision(s)</b>
<b>7</b>	<p>Tom Ferree gave an update on the Finance negotiations with Bell South. Negotiations are going well and Finance hopes to have news by 9/15.</p> <p>David mentioned he was going to talk to COT about the purchase options for the instructional device project.</p> <p>Al Lind gave a briefing on the Rep. Moberly meeting.</p> <p>Al Lind mentioned that ERate and current network spending should be illustrated in the presentation to the Executive Committee on October 3<sup>rd</sup>. Brian Mefford agreed this should be considered for perception if nothing else.</p> <p>Ann Riggs told the committee she still needed their assistance in developing the formal business plan for the project. This task will become the responsibility of the Program Manager.</p>	Tom Ferree said he would try to arrange a meeting to discuss the workstation project.

## Other Discussions

### New/Other Business – Discussions and Decisions:

## Next Steps

### Action Items Assigned in this Meeting:

- Charges for Applications Group
- Report from Network Group
- Each Subcommittee must identifying short term and long term goals

Next Meeting	Agenda Items Suggested and/or Moved Forward
	Items:
Program Manager	
Next IT Coordination Meeting is 9/20/06	

**KPID = Key Point(s) Influencing Decision** (*e.g. timing, funding, access, security issues, MoU or other signatory approval needed, etc.*) will be noted as and if they apply to individual decisions.